

ORDINANCE NO. 161

AN ORDINANCE REPEALING ORDINANCES NUMBERS ONE, TWELVE, TWENTYNINE AND FIFTY-NINE OF THE CITY OF LODI AND ENACTING REGULATIONS RELATIVE TO MEETINGS OF THE CITY COUNCIL; TO QUALIFICATIONS AND BONDS OF OFFICERS OF SAID CITY AND TO CLAIMS AND DEMANDS UPON THE CITY TREASURY.

The City Council of the City of Lodi does ordain as follows  
Section I. REPEALING CERTAIN ORDINANCES.

Repealing  
Ordinances  
1, 12, 29 and  
59.

Ordinance No. 1, passed and approved by the Board of Trustees of the City of Lodi March 25th., 1907; Ordinance No. 12, passed and approved by the Board of Trustees of the City of Lodi on March 25th., 1907; Ordinance No. 29, passed and approved by the Board of Trustees of the City of Lodi on September 3rd., 1907; and Ordinance No. 59, passed and approved by the Board of Trustees of the City of Lodi on July 8th., 1912 are hereby repealed.

Section 2. OF THE TIME AND PLACE OF MEETING OF THE CITY COUNCIL OF THE CITY OF LODI; OF THE ORGANIZATION AND CONDUCT OF SAID MEETINGS AND OF THE STANDING COMMITTEES OF SAID CITY COUNCIL.

Subdivision 1.

Regular  
Meetings.

The regular meetings of the City Council of the City of Lodi shall be held beginning at the hour of 8 o'clock P.M. on the first and third Mondays in each and every month and at such other times as may be required by ordinance and the laws of the State of California; provided, that, should the date of any of said regular meetings fall upon a legal holiday, then such meeting shall be held beginning at 8 o'clock P.M. on the next legal business day thereafter, and provided, that, by motion duly entered upon the minutes of said City Council, adjournment may be had to any date certain stated in the said motion.

Subdivision 2.

Special  
Meetings.

Special meetings of the City Council may be had in the manner provided in Sect. 858 of the Municipal Corporation Act: viz:- by order of the Mayor or by any three Councilmen, by written notice delivered to the address of each Councilman at least three hours before the time specified in said notice for said proposed special meeting.

Subdivision 3.

Meeting Place.

On, from and after Monday, the 16th. day of January, 1928, the meeting place of said City Council of the City of Lodi shall be in the Council Chamber of the City Hall, Pine Street and Pleasant Avenue, on the second floor and at the West end thereof, which Council Chamber is hereby designated as the regular meeting place of said City Council; provided, that in any emergency whereb said Council Chamber may not be available for any meeting, meetings may be held at any other location within the City of Lodi after written notice naming the changed place of meeting has been delivered to each Councilman or left at his home addressee at least

six hours before the time upon which said meeting is to commence.

Section 3. OF THE QUALIFICATIONS AND BONDS OF OFFICERS  
AND OF THE ORGANIZATION OF THE CITY COUNCIL.

Subdivision 1.

Mayor.  
Quorum.  
Absentees.

The City Council of the City of Lodi consists of the duly elected and qualified Councilmen of said City, one of whom shall be the presiding officer with the title of Mayor. A majority of said Council shall constitute a quorum and the presence of absent members may be compelled by the service of written notice upon the absentee personally, leaving same at his place of residence or by registered mail and no payment of salary shall be made to said absentee until he shall have attended at said meeting or any adjournment thereof.

Subdivision 2,

Rules .

Meetings of said City Council shall be held and conducted in accordance with "Robert's Rules of Order" and the Mayor may prescribe such order of business as he may deem advisable.

Subdivision 3.

On the date of the election of the Mayor, or as soon thereafter as may be necessary, he shall divide the membership of the City Council into four standing committees to serve at his pleasure. Each committee shall consist of three members, one of whom shall be chairman. The standing committees of the City Council shall be as follows:-

Committee on Finance & Revenue whose members shall constitute the auditing committee of the City Council,

Standing  
Committees.

Committee on Public Health and Safety, who shall have in charge all matters referred to them relating to the Police Department, the Fire Department, sewage and refuse disposal and to the Health Department.

Committee on Streets and Parks who shall also be concerned with matters relating to playgrounds and other recreational matters including the public baths.

Committee on Public Utilities, who shall have concern with all matters relating to the water and electric plants of the City and the City's dealings with privately owned utilities as well as with the State Railroad Commission.

Subdivision 4.

Oaths of Office. Every person elected or appointed to an office in the City of Lodi shall, within five days after such election or appointment, qualify by taking the Constitutional oath of office before any officer competent to administer oaths. The City Clerk, City Treasurer and the Chief of Police must each file a bond in the penal sum hereinafter named as a guarantee for the faithful performance of his duties, including in the same bond the duties of all offices of which he may be ex-officio incumbent.

Bonds of Officers, Clerk. City Clerk, Assessor and Collector of Water and Electric Departments.. .....\$ 2,000.00

Treasurer. City Treasurer and Tax Collector\$60,000.00

Chief of Police. Chief of Police \$ 2,000.00 and in addition thereto, the sum of \$1,000.00 as ex-officio Superintendent of Streets.

Bonds to cover any other than the above officers may be required by the City Council and for such an amount as it may require and the amounts of the bonds herein specified may be increased by order of said City Council or it may require additional securities when, by resolution it may declare such increase to be necessary. All bonds must be acceptable to the City Council and must be endorsed as approved by the Mayor before filing.

Bonds, Increase & Additional,

Nothing herein shall impair or invalidate the bonds now furnished by officers of the City of Lodi nor is it the intent of the City Council to require new bonds of any officer.

Bonds, Existing in effect.

SECTION 4. OF CLAIMS AGAINST THE CITY OF LODI.

Subdivision 1.

All claims for moneys due any officer, person, firm, corporation or association from the City of Lodi must be presented in itemized form giving dates, names, particulars of service rendered, number of days engaged, supplies or materials furnished, to whom and quantity and price paid therefore.

Claims must be filed with the City Clerk on or before Noon of the Saturday preceeding the meeting of the City Council at which it is asked to be allowed and no claim will be considered by the City Council unless the same shall have been so filed.

Claims must be approved by the officer or employee who directed the expenditure by his signature affixed thereto before filing and the City Clerk must add his certificate thereto that all computations are correct, that no part has heretofore been paid and that the same is presented within one year after the last item has accrued. Affidavit of claimant in verification of his claim may be required should the City Council so direct.

Claims Itemized

Filing.

Certificate

Certificate of Clerk.

Claims,  
When allowed.

Claims against the City shall be regularly considered at the first meeting in each month but the City Council shall allow payrolls for salaries, wages and labor at the second meeting in each month and, if they so elect, take up and order paid, any claims on the Clerk's file.

#### Subdivision 2.

Semi-monthly  
Pay days.

Payrolls, Money due for salaries, wages, labor and incidentals thereto such as horse and auto hire, shall be paid to the various officers and employees of the City within three days from and after the first and fifteenth days of each and every month for the preceeding half month, or as soon thereafter as possible.

Payrolls.

Each department shall furnish certified time sheets, time books, cards, rolls or other time records to and including the fifteenth and last days of each month to the City Clerk who shall make up itemized payrolls which shall be examined and certified by the officer or employee of the City having charge of such department, stating over his signature that the amounts thereon are correct, are justly due each name on said payrolls and that said amounts are a legal charge against the City. ~~The City Clerk will then prepare warrants to be signed by the Mayor payable to each of said officers and employees named in the payrolls and in the several amounts due them which he shall deliver to them in full satisfaction of the amounts due.~~

Certification  
by Department  
Heads.

The original payrolls shall then be filed and presented to the City Council at their next meeting for approval and should any payment made therein be not so approved, the officer or employee of the City certifying to the correctness of said payment shall be liable for any loss to the City occasioned thereby.

Approval by  
City Council.

#### Section 5.

This ordinance shall be published one time after its final passage and approval in The Lodi News, a newspaper of general circulation printed and published in the City of Lodi and hereby designated by the City Council for this purpose, and shall be in force and take effect at the times and in the manner herein and by law provided.

APPROVED this 19th day of December 1927.

*A. A. Sproule*  
Mayor of the City of Lodi.

ATTEST:

*J. B. Ramsey*  
City Clerk of the City of Lodi.

(SEAL)